

## To change my electricity supply



### IN MY HOME

- ☐ Certificate of habitability or definitive final VPO (social housing) qualification.
- ☐ In case of first occupancy, Low Voltage Electrical Installation Certificate (CIEBT) together with the supporting document for the administrative processing of low voltage facilities (or the document evidencing registration in the RITSIC (Catalan Register of Industrial Safety Technical Installations))
- ☐ If it is a second occupancy without increasing power, it is not necessary to provide any document evidencing the regulatory conditions of the installation. <sup>(1)</sup>



### IN COMMUNAL PREMISES AND AREAS

- ☐ In case of first occupancy, Low Voltage Electrical Installation Certificate (CIEBT) together with the supporting document for the administrative processing of low voltage facilities (or the document evidencing registration in the RITSIC (Catalan Register of Industrial Safety Technical Installations))
- ☐ If the second occupancy registration is accompanied by a change (increase in power, change of use or modification of the installation), consult the section "What documentation do you need to change my electricity supply".
- ☐ Just Title: property deed, lease, deed of sale, assignment of use, etc. Cadastral (land registry) reference of the property.



### IN TEMPORARY CONSTRUCTION FACILITIES

- ☐ Valid building permit issued by the Municipality.
- ☐ Low Voltage Electrical Installation Certificate (CIEBT) together with the document Evidencing administrative processing of low voltage installations (or the document evidencing registration in the RITSIC).
- ☐ Deed of incorporation in the case of companies.

- ☐ Just Title: property deed, lease, deed of sale, assignment of use, etc. Cadastral (land registry) reference of the property.
- ☐ Tax ID number (CIF or NIF) or passport. <sup>(2)</sup> If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.
- ☐ IBAN of the current account for direct debit of bills <sup>(3)</sup>: Documentary proof of ownership of the current account <sup>(1)</sup>

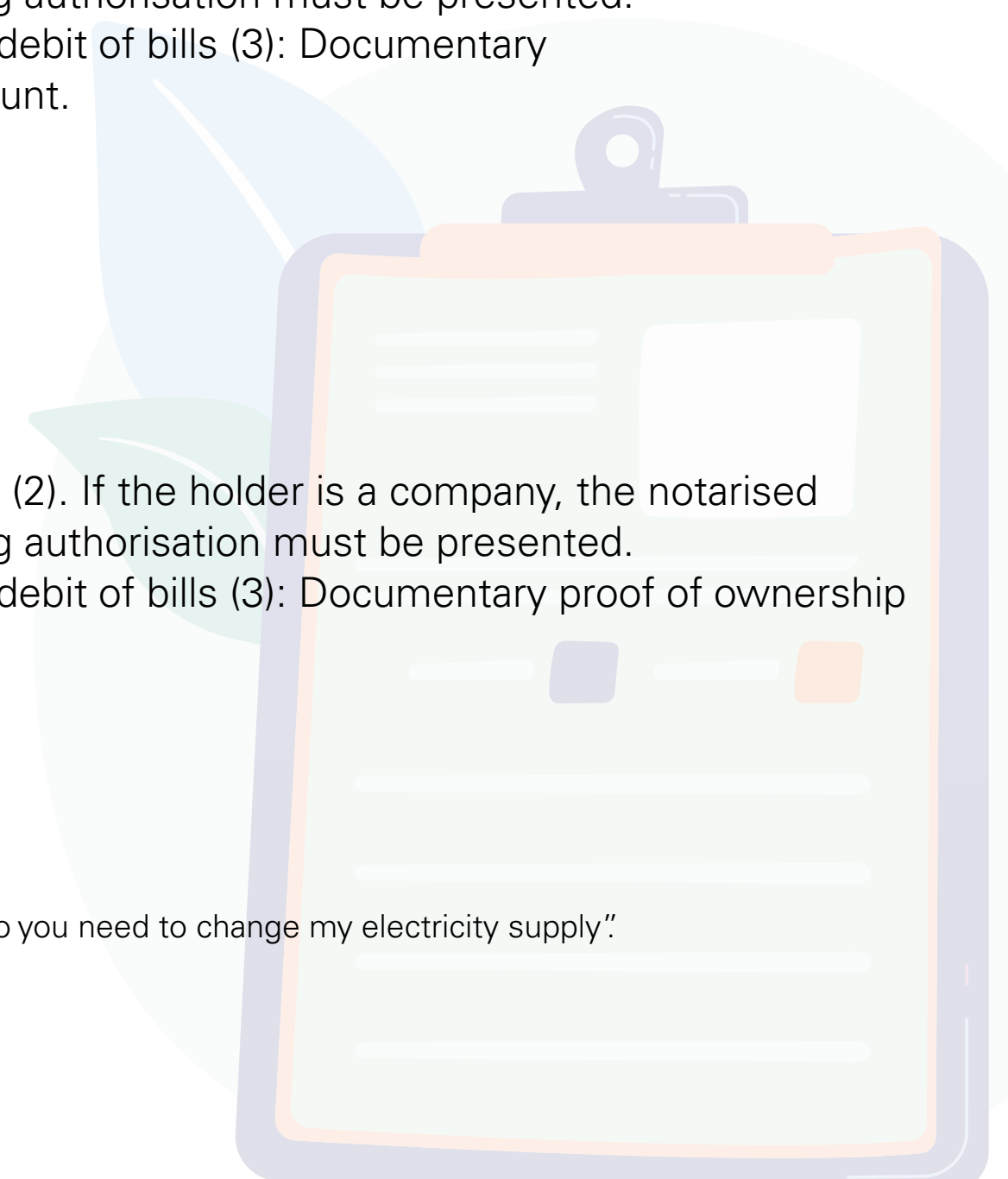
- ☐ Deed of incorporation for companies and if it is a community of owners, Deed of Constitution of the same.
- ☐ Tax ID number (CIF or NIF) or passport. (2) If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.
- ☐ IBAN of the current account for direct debit of bills (3): Documentary
- ☐ proof of ownership of the current account.

- ☐ Tax ID number (CIF or NIF) or passport (2). If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.
- ☐ IBAN of the current account for direct debit of bills (3): Documentary proof of ownership of the current account.

(1) If the second occupancy registration is accompanied by a change (increase in power, change of use or modification of the installation), consult the section "What documentation do you need to change my electricity supply".

(2) The Tax IDs or passports requested always refer to the holder of the contract.

(3) The holder of the account from which payment is to be made must be the same person as the contract holder.



## To contract a new power connection



### TO CHANGE THE CONTRACT HOLDER

- ☐ Just Title: property deed, lease, deed of sale, assignment of use, etc. Cadastral (land registry) reference of the property.
- ☐ Tax ID number (CIF or NIF) or passport. <sup>(2)</sup> If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.
- ☐ IBAN of the current account for direct debit of bills <sup>(3)</sup>: Documentary proof of ownership of the current account.



### FOR A CHANGE OF POWER, VOLTAGE AND/OR ACTIVITY.

- ☐ **Voltage change:** Certificate of Low Voltage Electrical Installation (Certificado de Instalación Eléctrica de Baja Tensión- CIEBT) together with the certificate for registration of low voltage installations (or the document proving registration in the RITSIC) to change from single phase to three phase. In all other cases, the Bulletin of Recognition of Electrical Installations can be provided.
- ☐ **Increase in contracted power:**
  1. If the power resulting from the increase is less than or equal to the Maximum Permissible Power of the installation:
    - a) If the installation is 20 years old or less, it is not necessary to provide technical documentation.
    - b) If the installation is older than 20 years, the Distributor must check the installation. In the event that this check is unfavourable, the client must adapt the installation, which must be certified with one of the following documents:
      - i. Installations with technical design specifications and maximum permissible powers up to 20 kW: Bulletin of Recognition of Electrical Installations. When the adaptation results in changes to the installation, the supporting document will be the Certificate of Low Voltage Electrical Installation (CIEBT) together with the certificate for registration of low voltage installations (or the Document proving registration in the RITSIC).
      - ii. Other installations: inspection by a control body.
  2. If the power resulting from the increase is greater than the Maximum Permissible Power of the installation: Certificate of Low Voltage Electrical Installation (CIEBT) together with the certificate for registration of low voltage installations (or the document proving registration in the RITSIC). If it is an installation with technical design specifications and the power resulting from the increase is less than 50% of the minimum regulated load (depending on the type of premises considered) and at 20 kW, the Electrical Installations Recognition Bulletin (BRIE) is accepted.
- ☐ **Decrease in contracted power:** It is not necessary to provide any document justifying regulatory conditions, unless the reduction of power requires modifications to the installation, in this case it is necessary to provide the Certificate of Low Voltage Electrical Installation (CIEBT) together with the certificate for registration of low voltage installations (or the document proving registration in the RITSIC) corresponding to the changes.
- ☐ **Change of use of the installation or significant overhaul:** Certificate of Low Voltage Electrical Installation (CIEBT) together with the certificate for registration of low voltage installations (or the document proving registration in the RITSIC).
- ☐ **Tax ID number (CIF or NIF) or passport.** <sup>(2)</sup> If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.



### FOR A PRODUCT CHANGE OR TO CANCEL THE POWER SUPPLY

- ☐ Electricity bill or contract number.
- ☐ Tax ID number (CIF or NIF) or passport <sup>(2)</sup>. If the holder is a company, the notarised power of attorney or the corresponding authorisation must be presented.

(1) If the second occupancy registration is accompanied by a change (increase in power, change of use or modification of the installation), consult the section "What documentation do you need to change my electricity supply".

(2) The Tax IDs or passports requested always refer to the holder of the contract.

(3) The holder of the account from which payment is to be made must be the same person as the contract holder.